

Statewide Interoperability Executive Committee
State of Louisiana

<http://gohsep.la.gov/SIEC>

JOHN BEL EDWARDS
GOVERNOR



CHRIS GUILBEAUX
CHAIRMAN

APPROVED MINUTES

January 24, 2018

The Statewide Interoperability Executive Committee (SIEC) met on Wednesday, January 24, 2018, at the Department of Public Safety Services, Office of Management and Finance Building, Third Floor South Central Training Room, located at 7979 Independence Boulevard, Baton Rouge, LA 70806.

I. Call to Order

- A. Chairman Chris Guilbeaux called the meeting to order at 1:30 p.m.
- B. Chris welcomed everyone to the meeting.

II. Roll Call

- A. The SIEC roll call was conducted by GOHSEP Interoperability Program Manager, Ami Clouatre Johnson, and a quorum was established.
- B. The following SIEC members were present or absent as noted:

Committee Members Present	Representing Agency
Chris Guilbeaux	Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP)
David Dousay, designee for Neal Underwood	Division of Administration (DOA)
Chuck Hurst, designee for Ricky Edwards	Louisiana Sheriffs Association
Brian Zeringue	Louisiana Association of Chiefs of Police
Robert Benoit	Louisiana Fire Chiefs Association
Dick Gremillion	Regional Parish Homeland Security & Emergency Preparedness Directors Committee
Adam White	Dept. of Public Safety & Corrections, Public Safety Services, Louisiana State Police
Bill Vincent	Association of Public Safety Communications Officials (APCO)
George Brown, designee for Aaron Miller	Region 1
David Luker, designee for Billie Giroir	Region 2

Committee Members Present	Representing Agency
Conrad Baker	Region 3
Richard McGuire	Region 5
Sonya Wiley-Gremillion	Region 6
Robert Seal	Region 9

Committee Members Absent	Representing Agency
Alan Dunn	Louisiana National Guard
Eric Miller	Louisiana Ambulance Alliance
Stacey Blanchard	Region 4
Doyle Dempsey	Region 7
Sean Christian	Region 8
Vacant	Governor's Office of Indian Affairs

III. Approval of Minutes



Sonya Wiley-Gremillion made a motion to approve the October 25, 2017 meeting minutes without amendment. Bill Vincent seconded the motion. The SIEC voted unanimously to approve the minutes of the October 25, 2017 meeting as presented.

IV. Chairman's Report

Interoperability Activities

Chairman Chris Guilbeaux provided the following report on the LWIN Interoperability talkgroup requests for the previous quarter:

Since the last meeting, 80 LWIN interoperability talk groups have been assigned for events such as:

- 1) Pointe Coupee Parish 911 River Roux Triathlon
- 2) Avoyelles Parish Multi-Agency Coordination
- 3) GOHSEP Reg. 9 CNRR/Amtrak Full Scale Exercise
- 4) LSP Special Investigation Division SVU
- 5) LSU Home Football Games
- 6) GOHSEP
- 7) Balentine Ambulance
- 8) Natchitoches Parish Sheriff Office
- 9) Conrad Baker St John Parish Waterford Nuclear Drill
- 10) Harahan PD Christmas Parade Traffic And Crowd Control
- 11) Mardi Grass OPEOC

V. Statewide System Maintenance

Vernon McFadden with Louisiana State Police Radio Communications provided the LWIN System Maintenance Report.

- A. Two items in the presentation produced questions from membership.
 1. Why there was a reduction in PTTs in November and December?

Mr. McFadden stated he is double checking the numbers, but Push-To-Talks are usually low during the holiday season compared to the rest of the year.

2. Why did the system have over 70,000 busies during the 2016 flood? Mr. McFadden stated they were due to improper talkgroup allocation among the agencies, and training of first responders on using the radios after the subscriber hears a busy tone.

B. A copy of the presentation can be found on the SIEC website.

VI. Advisory Committee Reports

A. Budget and Finance

Christina Dayries provided a report on behalf of Chairman Ricky Edwards:

1. The Governor and Commissioner of Administration presented the Executive Budget for FY18/19 on January 22, 2018.
 - a. GOHSEP's Budget:
 - i. The final phase of the software/hard upgrade for LWIN is currently recommended in addition to our other one time requests:
 - ii. \$4.7 million - LWIN
 - STR repeater replacement to GTR repeaters (137 remaining)
 - (100) WAVE mobile communicator + (50) talkgroup licenses + (1) server
 - (4) Mobile Trailers 6 channel to 9 channel repeaters
 - b. LSP's Budget:
 - i. Funding is not included for increases in maintenance costs (i.e. Motorola contract, utilities and fully funded salaries). LSP's budget remains at \$8,459,860 for annual maintenance cost for LWIN.
2. We will keep you posted of any significant developments.

B. Technical

David Luker provided the report on behalf of Chairwoman Billie Giroir:

1. LWIN Coverage issues:
 - a. Concordia coverage issues:
 - i. State found there was portable on the street coverage in the Monterey and Deer Park areas, and that there is no in building coverage at the public school building in Monterey.
 - ii. Radio communications will perform coverage testing in the Shaw and Richard K Yancey WMA in the near future.
 - iii. Discussion regarding the issues ensued. Julio Peck stated that they will need two towers to resolve these issues, one will not solve both.
 - b. Bossier City South
 - i. We have documented the tower site that was proposed.

- ii. The tower is move in ready, issue is that it is only 199 feet AGL.
- iii. Bossier City Fire Department is concerned that there is no in building coverage in two nearby schools and multifamily structures in the area.
- iv. This will provide the coverage that the concerned agency is requesting, but it will not provide maximum overall coverage to all users in that area, only a taller tower in the exact center of the GAP could do that.
- v. This location would also provide overlapping coverage for the Barksdale AFB.
- c. Galliano-Golden Meadow Lafourche parish coverage issues:
 - i. Lack of portable coverage in this area.
 - ii. Tower has been identified. LOOP is offering at no cost to the state; tower space, building, electrical and backup generator.
 - iii. Coverage maps and inter-mod are still pending.
 - iv. Bill Vincent made a motion to approve the use of and installation of repurposed equipment on Galliano-Golden Meadow LOOP site as proposed by Technical subcommittee. The motion was seconded by Chief Bryan Zeringue. The SIEC voted unanimously to approve the motion.



- 2. LWIN approved sites status:
 - a. Livingston:
Scheduled to be completed first week in February.
 - b. Denham Spring
Schedule to be completed by the end of January
 - c. East Feliciana
Waiting on MOU from DEMCO
 - d. Terrebonne Bourg:
This site has been built at Terrebonne's own expense. The state is repurposing the equipment from the Pam-Am upgrade, with the understanding that Terrebonne will update the equipment when the time comes.
 - e. South Baton Rouge
Information sent to Chief Tarleton.
 - f. Eunice
 - i. Report sent to GOHSEP to possibly include in budget request.
 - ii. Discussion was held regarding the needs of this site. Issues were referred back to Technical committee and Region 4 SIEC representative.

C. Policy and Planning

- 1. Chairman Bill Vincent provided the following report:
 - a. The annual review of the SCIP was completed by the committee and is being offered for the SIEC's review and acceptance for submission to the Unified Command Group.

- b. Bill Vincent requested Ami Clouatre Johnson briefly review the changes made for 2017 SCIP Update.
- c. Mrs. Clouatre Johnson stated the changes were predominately for current LWIN statistics, grammar and format. Two areas of a broader context change were noted, as follows:
 - i. FirstNet information was updated to reflect current status. Edits were made in the introduction and Section 5.3., and initiatives tables.
 - ii. Clarification of support. Section 5.3 Technology, Paragraph 5, 3rd sentence was changed to: "To ensure interoperability with Parishes using legacy systems, the State may provide technical alternatives."
2. Ami Clouatre Johnson also informed the membership that the Policy and Planning committee would be initiating a strategic update and comprehensive rewrite of the SCIP in 2018. She expressed the importance of all Advisory Committees to review the Measures of Success Tables and provide input going forward. Further explanation and discussion was tabled until agenda item VIII. D.
3. Sonya Wiley-Gremillion motioned that the SIEC Subcommittee accept the proposed changes to the SCIP as presented, and recommend to the UCG the 2017 SCIP for acceptance. Dick Gremillion seconded the motion. The SIEC voted unanimously to approve the motion.



D. Broadband

1. Chairman LTC Adam White provided the following report:
 - a. FirstNet Innovation Workshop: Included in your binders is a copy of the upcoming FirstNet Innovation Workshop information flyer.

FirstNet has asked to convene a small select group of first responder leaders to discuss apps and mobile technologies in use by their agencies today and to identify 3-5 use cases – problems or issues their agencies face in the field operations that mobile technology or applications can solve near term.

February 20, 2018, GOHSEP, Classroom 1
10:00 am – 2:30 pm (lunch on your own)

- i. LTC White stated that a limited audience will be invited and requested each SIEC representative review the following and solicit attendance. He provided the number of seats available per discipline:
 - Law Enforcement – 4 reps
 - Fire Service – 4 reps
 - Emergency Medical Services – 4 reps
 - Emergency Management – 4 reps
 - PSAP and 911 – 4 reps

- Information Technology – 4 reps
 - LA Office of Technology Services - 2
 - LA Radio Communications - 2
 - LA FirstNet Staff – 4 reps
- ii. He asked SIEC members to contact firstnet@la.gov to register or contact Christina at 225.358.5599.
 - b. Jeya Selvaratnam will be leaving the LA FirstNet team and GOHSEP at the end of February as the SLIGP will end on February 28, 2018.
 - c. Louisiana did not apply for the Department of Commerce second round of SLIGP 2.0 funding due to limited eligible activity and the cost share requirements.
2. LTC White introduced AT&T Sales Rep Kerri Brantley and invited her to provide a status on the FirstNet new site build out and on the subscriber process.

A copy of the presentation can be found on the SIEC website.

VII. Old Business

None

VIII. New Business

- A. Annual Appointment of Advisory Committee Chairs
Chairman Guilbeaux reappointed all 2017 Chairpersons to their respective Advisory Committees for the year of 2018.
- B. Annual Appointment of Advisory Committee Members
Chairman Guilbeaux reappointed all 2017 Advisory Committee members to their prior positions for the year of 2018, with exception of two.
 1. Wes Edge, Region 7, is now replaced by Doyle Dempsey, Region 7 as a member of the Technical Advisory Committee.
 2. Aaron Miller, Region 1 Representative, is now replaced by George Brown, City of New Orleans Homeland Security & Emergency Preparedness, as a member of the Broadband Advisory Committee.
- C. Proposal of an Outreach & Training Advisory Subcommittee
Chairman Guilbeaux recognized Ami Clouatre Johnson and requested her brief on the agenda item.
Ms. Clouatre Johnson requested the subcommittee consider the establishment of an additional Advisory Committee focused on Outreach and Training.
 1. A brief explanation of the proposal was provided in member packets. Ms. Clouatre Johnson expressed the potential focus of the new committee:
 - a. Leverage existing expertise, agency and organizations to build local level knowledge, awareness and best practice based planning, use and training.

- b. Work with existing Advisory Committees to develop and execute any necessary outreach or training their work may produce and/or supporting their existing strategic initiatives.
 - c. Collaborate with SIEC and interoperability partners (horizontally and vertically) to build a Louisiana Communications/Interoperability catalog of knowledge, training, and end user best practices and planning.
 - d. Work directly on SCIP identified training and exercise initiatives.
2. Ms. Cloutre Johnson requested anyone interested in participating on this committee and/or serving as chairman, please reach out to her. She also asked that the SIEC consider further discussion and formal adoption at the next meeting.

D. Committees Meeting Schedules

Chairman Guilbeaux asked that all Advisory Committee chairs please provide their annual meeting schedule, if known, to Ami Cloutre Johnson. Ms. Cloutre Johnson stated she would send something electronic to Chairpersons to capture the information.

E. SCIP Measures of Success Table and Tracking

1. Chairman Guilbeaux recognized Ami Cloutre Johnson for the briefing.

Ami Cloutre Johnson, stated that the Measures of Success chart was available in their packets. The SCIP identifies Table 8, Measures of Success, as a working document for evaluation and measurement of the SIEC and its Advisory Committee goals and initiatives. Ms. Cloutre Johnson said current updates to this table is necessary for the Policy and Planning Advisory Committee's 2018 strategic review of the SCIP. She advised an electronic fillable version of the Table would be sent to the members and asked that statuses be updated and submitted prior to the April SIEC meeting. She asked that everyone please review and provide feedback on assigned initiatives, and note if there were additions or deletions to goals and initiatives that the Policy and Planning Committee should consider.

IX. Public Comments

A. Public Comments

Chairman Guilbeaux announced the annual State Exercise would be held April 11 - 12, 2018. He informed the membership that this was a Command Post level exercise and there would be a communications portion. He asked the membership to please inform their areas and any questions should be referred to GOHSEP Interoperability Program Manager, Ami Cloutre Johnson.

B. SAFECOM, M. Murphy

1. Chairman Guilbeaux recognized Michael Murphy and asked that he provide a brief overview of the SAFECOM survey.
2. Mr. Murphy encouraged membership to have their agencies participate in the Safecom survey and provided handouts on the purpose and how to take the survey.

C. Next Quarterly Meeting

Chairman Guilbeaux reminded everyone that the next quarterly meeting of the SIEC would be April 25, 2018 at 1:30 in the same location.

X. Adjournment



Chief Bryan Zeringue made a motion to adjourn and was seconded by George Brown. The SIEC voted unanimously to adjourn at 3:45 pm.